

FUNDING PROGRAM: ORGANIZATION OF SCIENTIFIC AND OUTREACH EVENTS

Objective: This program is designed to contribute to the funding of technical and scientific activities such as talks and meetings, as well as outreach and science dissemination activities with public engagement, including The Brain Brain Awareness Week (BAW), and Science Week (*The Science Week*), which contribute to increase the public visibility of Neuroscience and SENC members. The range of activities funded includes local activities on specific topics to multidisciplinary activities with a strong international participation.

Funding: The maximum amount funded is 2.000€ for scientific activities and 500€ for outreach activities, depending on the available funds and the outcome of the evaluation.

- Eligible expenses: speaker travel and housing, equipment renting, etc.
- Non eligible expenses: catering, allowances, or gifts.

Requisites:

- The principal applicant must be a SENC member prior to the application, with up to date payment of annual fees.
- The main topic must be Neuroscience.
- These requisites must be met until the activity is finished and all payments settled.
- SENC members can only request funding as principal applicants once per year.

Evaluation criteria:

1. Scientific/technologic excellence: the scientific experience of the applicant/s, proposed speaker/s, and members of the Scientific Committee (if any) of the proposal will be evaluated. Prior experience in organizing events will be considered but is not a requisite.
2. Scientific program: the focus of the activity will be evaluated based on the topic, its timeliness, and the multidisciplinary of the proposal. A well-defined scientific program is required. Confirmation of speakers' participation will be especially considered.
3. Education and outreach: proposals including educational activities for PhD students and postdocs will be highly considered. Similarly, outreach efforts are strongly encouraged.
4. Territorial scope: activities with a wide range of impact will be positively evaluated.
5. Time scope: activities taking place in a well-defined period of time will be positively evaluated. In case of activities regularly scheduled, the excellence, prestige, and outcome of prior editions and future perspectives will be taken into account.
6. Budget and administration: the availability of co-financing by other sources and a good administrative structure will be positively evaluated. In addition, proposals including travel awards for PhD Students and postdocs will be prioritized.

Procedure:

1. Submission: the proposals will be submitted to the SENC Secretary (secretariasenc@senc.es) and the SENC Technical Secretariat (secretariasenc@pacifico-meetings.com) including the following data:
 - a. Activity title.
 - b. Date and place.
 - c. Summary of the activity, stating scientific, educational, and outreach goals, as well as the target audience. Describe the international relevance of the proposal.
 - d. Scientific program.
 - e. List of members of the Organizing Committee. Scientific committee (if any).
 - f. Short CV of members of the Organizing Committee (1 page maximum), including the 10 activities or publications which are most relevant for the proposal.
 - g. Brief summary of speaker/s' accomplishments.

- h. Educational impact on PhD students and postdocs, including travel awards.
- i. Outreach strategies proposed to increase the visibility of the activity on society and the media.
- j. Budget: detailed full budget of the activity as well as those to be financed by SENC. Co-finance sources that ensure the financial viability of the proposal should also be described.

2. **Evaluation:** the scientific quality of proposals will be evaluated by the SENC board of directors, and the funding approved by the Treasurer. The applicants will be notified by email one month after the application deadline and will explicitly accept or reject the funding. If no response is obtained within 15 days, the proposal will be rejected.

Acceptation of the funding implies that the awardees agree to:

- Include the SENC logo in all merchandising, advertising, and media communication.
- Compile a report of the activity that includes pictures, to be uploaded on the SENC website

3. **Payment:** a single payment by bank transfer will be done in the account indicated by the principal solicitant to the SENC Technical Secretariat (secretariasenc@pacifico-meetings.com).

4. **Justification:** the activity report should be send to the SENC Secretary (secretariasenc@senc.es) one month after the completion of the activity. In addition, the corresponding invoices should be sent to the SENC Technical Secretariat (secretariasenc@pacifico-meetings.com).

Deadlines: The program is open year-round and evaluated every four months. The submission deadlines are April, August, and December 15th.